



PUBLIC NOTICE

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DA-10-665
April 19, 2010

FCC ANNOUNCES MAY 6, 2010 AS NEW DATE FOR DEVELOPMENT OF THE CONSOLIDATED LICENSING SYSTEM WORKSHOP ROUNDTABLE (DOCKET MD 10-73)

The FCC today announced a new date for the Development of the Consolidated Licensing System Workshop as part of Docket MD 10-73, which was originally scheduled for April 7, 2010. The new date will be May 6, 2010 in the Commission Meeting Room, 445 12th St., S.W., Washington, D.C., Room TW-C305.

AGENDA

10:00 a.m. Welcome and Introductory Remarks
Mary Beth Richards, Special Counsel to the Chairman for FCC Reform

10:15 a.m. - Roundtable Panel
1:00 p.m. Moderated by Andrew C. Martin, FCC Chief Information Officer
(with break)

Panelists to be Announced

This workshop with staff and the public will explore legal and technical challenges associated with the development and deployment of an agency-wide Consolidated Licensing System (CLS). This workshop is part of the Commission's long-term reform initiative to examine certain functions of its current licensing and application systems in an effort to improve its spectrum management and to develop a transparent, easily accessible, data driven, efficient, cost-effective and green consolidated licensing system.

Interested members of the general public are encouraged to attend the meeting. The Commission invites the public to provide significant input into this process so as to inform its decision making in regard to improving system functionality. Admittance will be limited, however, to seating availability. Except as noted below, registration is not required. The Commission will also provide audio and/or video coverage of the meeting over the Internet from the FCC's web page at www.fcc.gov/live. During the workshop, audience members will have the opportunity to suggest questions in writing. Remote participants will be able to suggest questions in writing over the internet through Web-Ex. Web-Ex will also enable remote participants to view

materials presented at the workshop. To employ the Web-Ex tool, users must register at <https://fccevents.webex.com/fccevents/onstage/g.php?t=a&d=998803302>. *** Participants will be asked to register for the event when clicking on the link above. Once registered, the system will send them an automated email with the password for the event included and a phone conference number for audio when you log in. Questions will be reviewed and, time permitting, may be asked by the moderator. Prior to the workshop, questions can be emailed to pat.rinn@fcc.gov (please put "CLS Workshop questions" in the subject line). Those planning on attending should allow up to 30 minutes to pass through security.

This Public Notice provides a general overview of the Commission's current licensing systems and offers a high-level description of some of the new features under consideration for the consolidated system. The Public Notice also identifies the major topic areas for the staff workshop, the purpose of which is to maximize the exchange of information between the public and the FCC on the proposed processes.

A Notice of Proposed Rulemaking will be forthcoming after the workshop(s) have been completed, and all suggestions considered. Because of the complexity and size of this project, the Commission expects to deploy the new consolidated licensing system in phases. While the consolidated system will be implemented over a period of years, many new features will become available once a service is deployed.

The Commission has established a page for the CLS on its "Reboot" web site and interested parties can participate in on-line discussions there -- <http://reboot.fcc.gov/reform/systems/cls>.

I. Background and Overview of Proposed Consolidated Licensing System

The licensing systems and databases currently used by the Commission's Bureaus and Offices include:

- The **Antenna Structure Registration System (ASR)** (managed by Wireless Telecommunications Bureau (WTB) for the Commission)
- The **Cable Operations and Licensing System (COALS)** (managed by the Media Bureau (MB))
- The **Consolidated Database System (CDBS)**, **KIDVID**, and **Call Sign Registration System** (managed by MB)
- The **Experimental Licensing System (ELS)** (managed by the Office of Engineering and Technology)
- The **International Bureau Filing System (IBFS)** (managed by the International Bureau (IB))
- The **Universal Licensing System (ULS)** (managed by WTB and Public Safety and Homeland Security Bureau (PSHSB))

The Wireline Competition Bureau (WCB) currently does not have an online filing system and handles all license processing manually. The FCC is considering transitioning WCB's manual filing system for applications made pursuant to Section 214 of the Telecommunications Act to

the new consolidated system. In addition, the Commission anticipates that other electronic applications that currently provide access to data across multiple databases will be incorporated into the CLS, e.g., **General Menu Reports System's** (GENMEN) search capabilities.

Potential New Features of the Consolidated Licensing System

Single Sign-On. Under the CLS, the Commission envisions that users will obtain access to all applications, licenses and authorizations associated with the FRN under which the user has logged in. The information that would be available through this single sign-on will be added as each existing system is phased into the CLS.

Consolidated Commission Forms. Currently, each system identified above requires the use of different forms to file applications and license requests. Many of these forms have the same purpose and include the same or similar questions, e.g., name, address, phone number. As part of its initiative to explore the creation of a consolidated licensing system, the Commission seeks to examine the potential of using a single form series intended for use among all applicants. The Commission foresees using a common "Main Form," on which will be collected applicable information for all license and application types; Bureau-specific information for specific filing purposes and services would be collected through supplemental schedules as needed.

For example, a single form could collect general information about the reasons a party is making a filing, and seek more specific information in separate schedules. When filing applications electronically in the consolidated licensing system, users only would need to review and fill out general information and schedules relating specifically to their purpose. In addition, in many instances, users would be able to file a single form for multiple licenses or authorizations at the same time, e.g., updating an address, submitting construction notifications, or renewing authorizations.

Another example of consolidated forms could involve transfers of control and assignments of authorizations (transactions). Currently, each Bureau maintains its own form(s) related to transactions. A single form could be created that would allow users to combine authorizations that are administered across various bureaus on that single form.

Using consolidated forms and facilitating cross-Bureau application filings may require some degree of consolidating and standardizing existing rules and procedures. We encourage the public to suggest the types of policies and rules that could be consolidated across Bureaus to support the consolidation of forms in the CLS.

Finally, the Commission is considering requiring electronic filing of all new consolidated forms used in the CLS.

Application Filing. Once logged into the CLS, users could have access to something like a "CLS Manager" where "alerts" could be displayed based on the various applications and authorizations held by the user, including information such as: applications that were recently granted, applications where additional information has been requested, applications where fees need to be submitted, or authorizations where renewals or

construction notifications can be submitted. In addition, users could have access through the CLS Manager to view each authorization that they hold and file applications related to the authorizations, as well as information about applications that have been either submitted or prepared, but not yet been submitted, to the Commission. As services are phased in, all future applications would be required to be filed from within the CLS Manager, such as applications for new authorizations, modifications to existing authorizations, applicable construction permits, authorization renewals, and amendments to pending applications.

The CLS Manager is expected to incorporate “enhanced application filing” functions, allowing users to move easily between sections of an application in any order that they choose. When users are ready to submit their completed applications, robust data validations would flag incorrect or incomplete information. In addition, applicants would have the ability to map applications prior to submission in order to verify that locations and geographic areas of operation were entered correctly, where data to support mapping is supplied. An integrated help system would assist users navigate through the filing process. For certain types of applications (such as Amendments, Modifications, and Applications for License to Cover) we anticipate that certain required information will be pre-filled by the system automatically; thus, the filer would only need to enter any desired changes, reducing the possibility of errors.

In addition to the standard online method of entering applications, the CLS likely would allow filers to submit electronic applications in batched files using a pre-determined file format, enabling applicants to remotely submit a batch file that contains multiple applications. Edit checks would then be performed on the data contained within an uploaded batch file. Any errors encountered would be recorded and transmitted to the applicant so that it can make any needed corrections and resubmit the file.

Application Processing Time. The Commission anticipates that filing information electronically through the CLS would benefit users by providing verification that an application contains all required information, real-time confirmation that an application has been received at the Commission, and a file number to track the status of an application. In some instances, such as name and address changes, applications could potentially be processed and approved by the Commission on the same day. For other applications, the CLS could allow FCC staff to accelerate processing and review.

Courtesy Electronic Reminders and Notifications. As currently envisioned, the CLS would send courtesy electronic notifications to authorization holders in advance of a required action. For example, the system would be designed to send out an electronic courtesy renewal reminder letter prior to expiration of an authorization. In addition, the system may send a courtesy electronic notification to users after the occurrence of certain events or actions, such as a change to a user’s registration information.

Outputs. The consolidated licensing system would give users the ability to find and view all their activity across the FCC in one easily accessible search screen, and would likely incorporate enhanced map-based searches and displays. With such Geographic Information System tools, users may be able to generate maps that show the geographic area covered by an FCC

authorization or application. In addition, we foresee that users would be able to locate all authorizations or applications based on their physical location (e.g., within a specified distance around a center point). The Commission anticipates that the CLS would enhance the public's ability to access data, for example searching for individual applications or licenses; analyzing a designated set of applications or licenses with interactive tools; and accessing raw data to use as needed on an individual basis, for example, for a system user's desire to conduct a specific market based analysis. By making such data more easily accessible in a meaningful way, these enhanced functions would have the added benefit of increasing government transparency.

Centralized Customer Support. Users will have access to trained customer support staff via a toll-free number. In addition, users will be able to submit and track customer support requests electronically.

A "Green" System. To save taxpayer expense, speed responsiveness, and improve quality of the application data, the FCC expects to require that all future applications and filings be made electronically, with some limited exceptions as needed. Additionally, all outputs from the system (e.g., authorizations and letters) would be posted online in a secure environment for customer retrieval or sent to the customer by email, and not by conventional paper mail via the U.S. Post Office; customers, however, would retain the ability to "opt out" of receiving electronic correspondence.

We encourage members of the public to use the workshop to inform us of their opinions regarding the value of the features identified here. We also encourage the public to provide suggestions as to additional features and functions for the CLS.

II. WORKSHOP DETAILS

Due to the complex nature of the rules and business processes that accompany each of the Commission's existing licensing and application systems, we anticipate that there will be many issues pertaining to the consolidation effort that are appropriate for discussion. This first workshop will focus on the issues identified here. Additional workshops will be held if needed to further discuss and refine system requirements. We intend to focus the initial on site and web-based interaction and discussions on those areas where consolidation is expected to be most challenging. We have and will continue to encourage the public to express preferences and concerns relating to the CLS on an ongoing basis through the Commission's public Reboot.gov page dedicated to the CLS as well as the FCC docket, MD 10-73, which has been established for this process.

The roundtable will include brief presentations from external (non-FCC) participants and an open invitation for input and questions that may be provided either in person or through web-based participation.

The Panelists in the Roundtable will be asked to comment on the following topics and questions, which cover electronic filing and correspondence, the application process, data, phased-in implementation, and exceptions.

ELECTRONIC FILING, CORRESPONDENCE AND NOTIFICATIONS

1. What are the major concerns raised if the Commission were to mandate electronic filing where it is not already required? As the Commission recognized in its *Ex Parte* proceeding, “in some cases, electronic filing is not possible without undue hardship because the person making the oral *ex parte* presentation does not have access to a computer or the Internet.” Would these concerns also arise if the Commission mandated electronic filing of all CLS forms? If so, please provide details, including specific examples of undue hardship.
2. In light of those concerns, should the Commission maintain an option for filing application forms either manually or telephonically for certain services or classes of applicants? If so, which services or classes of applicants?
3. Similarly, should the Commission maintain an exception to mandatory electronic filing for emergency STA’s, e.g., should the Commission retain a process for paper or telephonic filing in cases of national emergency? Should the Commission consider accepting STA’s on alternative “New Media” such as iPhones, Blackberries, Androids or other electronic devices which may work in an emergency when other devices do not? Should this concept be extended to simple renewals and address changes?
4. Should electronic versions of authorizations be deemed official authorizations? If so, should that affect rules on maintaining records in station files, or posting authorizations?
5. Should correspondence and notifications, e.g., dismissal letters, construction and renewal reminder letters, and other courtesy notices generated through CLS, be provided electronically to the applicant or licensee/permittee and contact-of-record? If so, should the Commission provide an opt-out option, which would allow applicants to receive paper copies of correspondence and notifications through regular mail?

APPLICATION PROCESS

1. What functionalities would be most useful for entering information and other data into a CLS application, e.g., system pre-filling information already in the database; previewing an application before filling out all of the required data fields; allowing third-party access to “draft” applications?
2. What kinds of real-time processing, e.g., “error checks” where the system will notify the filer of errors as information is entered into the system; real-time filing; and real-time monitoring of applications and authorizations, should be incorporated into the system?
3. Should contact information in the Commission’s Registration System (CORES) and CLS be integrated? If so, to what extent? Should contact information updated in CLS be automatically updated in CORES? Should contact information updated in CORES be automatically updated in CLS? Should the Commission assign a single FCC Registration

Number (“FRN”) to each entity doing business with the Commission, with the ability to create sub-accounts that could be associated with the single FRN?

4. Should the Commission consolidate application procedural rules for CLS, to the extent not limited by statute? Should there be statutory changes? If so, please provide examples of where rules could be consolidated. For example, each Bureau employs a different process before accepting applications for filing. Should that process be consolidated across all services in CLS, or should some Bureau processes be maintained?
5. Are there unique terms used in particular service(s) that have a meaning that would be lost if they are conformed to the terms used in other services: If so, please provide examples. Similarly, should terminology be made consistent for purposes of filing applications in CLS? For example, should the term “authorization” cover the terms “license” and “permit;” should there be a distinction between “cancel” and “terminate” and “expire;” should the terms “return,” “surrender,” and “tolling” be maintained as separate terms; should the terms “consented to” and “granted consent to,” as well as “non-consummate” and “dismiss” be consolidated for purposes of transfers and assignments?
6. Are there procedures followed in processing applications for experimental authorizations, wireline service, broadcast, public safety, satellite or wireless service that might benefit from being conformed to those used in other services? In contrast, are there any unique procedures used in the processing of one type of application that should not be changed in the CLS?

ACCESS TO CLS DATA

1. How would the public use application and licensing data in CLS, e.g., to search for individual applications or licenses; to conduct more in-depth analyses regarding a larger set of applications or licenses with interactive tools; and to access raw data to use as needed on an individual basis, e.g., other market-based analyses?
2. How would the public use tower siting and tower registration data?
3. What types of data would the public need to access in CLS to support those types of uses?
4. How should data in CLS be made accessible, e.g., access to individual applications or authorizations through standard web pages; access to larger amounts of data in easily accessible formats such as spreadsheets; access to very large amounts of data in various formats?
5. What historical data, e.g., tracking a license from issuance to the present (much like a title search) should be made accessible in the system?

6. Are there concerns about conversion of data? How should the FCC approach improving the accuracy of current data? Are there concerns about methods for improving data accuracy?
7. What kinds of mapping capabilities should be considered? What would be useful and to which user communities would these capabilities be most useful?

Phased-in Implementation. The Commission will deploy CLS in phases over several years. What problems have occurred from the perspective of system users when the Commission has implemented new electronic licensing systems in the past, including the Consolidated Data Base System, the International Bureau Filing System, and the Universal Licensing System?

Exceptions. Are there any services or types of filings for which CLS should not be used?

Reasonable accommodations for people with disabilities are available upon request. The request should include a detailed description of the accommodation needed and contact information. Please provide as much advance notice as possible; last minute requests will be accepted, but may be impossible to fill. Send an email to fcc504@fcc.gov or call the Consumer and Governmental Affairs Bureau at 202-418-0530 (voice), 202-418-0432 (TTY).

FOR FURTHER INFORMATION CONTACT: Pat Rinn, Office of the Managing Director, (202) 414-1223 (voice) or Pat.Rinn@fcc.gov (email) or Rich Lerner, Office of the Managing Director, (202) 418-1495 (voice) or Richard.Lerner@fcc.gov (email).